TEAM WAIVER

AIAS Chapter at

As **Director**, I will act as the primary link between my chapter and the AIAS National Office. I am responsible for the general oversight of the program, attending the annual AIAS Freedom by Design Track at AIAS Grassroots, leading client interviews and overseeing the selection process, and periodically with support from the chapter president, update the AIAS National Office on the progress of the program. I understand my roles and responsibilities to the team and the Freedom by Design program by serving this role. I have ensured that I have adequate time in my schedule during the \_\_\_\_\_\_\_\_\_\_\_ year to perform these duties adequately.

Signature of Director Date

As **Project Manager**, I am responsible for overseeing a specific Freedom by Design project, including establishing the schedule, coordinating the building approval process, and coordinating team members. I will notify the AIAS National Office of the project’s progress every two weeks. At the conclusion of the project, I will submit a Project Binder as stated in the manual. I understand my roles and responsibilities to the team and the Freedom by Design program by serving this role. I have ensured that I have adequate time in my schedule during the \_\_\_\_\_\_\_\_\_\_\_ year to perform these duties adequately.

Signature of Project Manager Date

As **Development Manager**, or Fundraiser, I am responsible for developing a fundraising strategy and locating donated materials. I understand my roles and responsibilities to the team and the Freedom by Design program by serving this role. I have ensured that I have adequate time in my schedule during the \_\_\_\_\_\_\_\_\_\_ year to perform these duties adequately.

Signature of Development Manager Date

As **Historian**, I am responsible for recording the progress of the team and assembling presentations for the AIAS Office. I understand my roles and responsibilities to the team and the Freedom by Design program by serving this role. I have ensured that I have adequate time in my schedule during the \_\_\_\_\_\_\_\_\_\_ year to perform these duties adequately.

Signature of Historian Date

As **Design Mentor,** I am a licensed, local architect who will help guide the team through the design process, including critiquing design solutions and overseeing the creation of construction documents.

Signature of Design Mentor Date

As **Construction Mentor,** I am a local builder who will help guide the team through the build process, including providing the necessary equipment and overseeing actual construction.

Signature of Construction Mentor Date